### Section 4 – Update Secondary State Assistance Financial

Access through www.edinfo.state.ia.us

#### **Iowa Department of Education**

# IDOE Web Application Server This Site Is Secured By Encryption DO NOT USE YOUR REFRESH, BACK, OR FORWARD BROWSER BUTTONS WHILE USING THIS WEBSITE! Please enter a Login ID/Password and click on the submit button. Login ID Password Submit If you have forgotten your password, please enter your email address in the Login ID field and click on the Forgot Password button. Forgot Password

Click on the Career and Technical Education button to go to the start page.

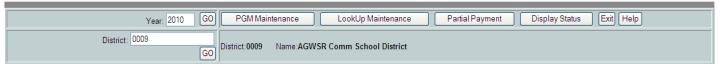
At-Risk/Modif dAllowable Growth	Available	12/15/2008	
CAR - 2009 COA Test Records	Available		
CAR - 2009 Upload and Reports	Available	10/15/2009	Instructions
Career and Technical Education	Available	8/1/2009	Instructions
Certified Supplementary Weighting	Available	10/15/2009	Instructions
Comp School Improvement Plan	Available	9/15/2009	Instructions
District Developed Service Delivery Plan	Available	9/15/2009	

#### Below is an example of the CTE page when you have first logged in. Click the button "Update Secondary State Assistance Financial".



#### **Iowa Department of Education**





Career and Technical Education Program

Courses in a Program DUE DATE January 29, 2010

Sections highlighted in red are not complete.

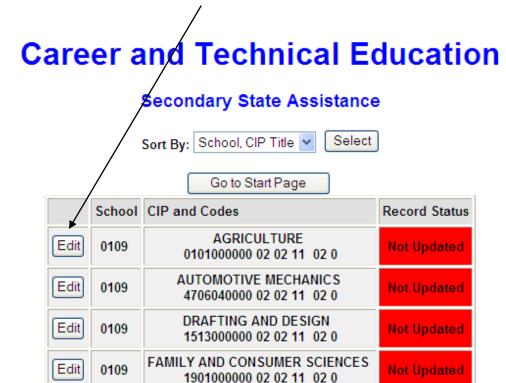
## Form Status Section 1: View programs that are operational Section 2: Update/approve Courses in Program Section 3: Update/approve Students in Program Section 3: Update/approve Students in Program

Update Secondary State Assistance Financial

Not complete

Secondary districts will report operational expenses for their State approved career and technical education programs.

• Click on the "Edit" button for each program.



For each program (see example below) please complete the following parts:

- Enter in the total salaries reimburseable for the instructors in the state approved programs. The salaries should include only instruction in the CTE program and shall not include other paid activities for the instructor (i.e. coaching or study hall). Benefits should also be included.
- Enter in any related travel for the instructor in the CTE program.
   This can include travel for Career and Technical Student
   Organizations, travel between sites to teach a course, travel to outside organizations for field trips, and travel to professional conferences that enhance teaching in the CTE area.
- When completed, click on the "Update" button and continue to the next program.

Update Back Go to Start Page Help

You must click UPDATE to save changes ... the other buttons do NOT save changes.

This information last updated: .

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